



Delegated Examining Operations

Beth Baird, CPMS



WHAT IS DELEGATED EXAMINING?

- OPM AGREEMENT
- BASIS: 5 U.S.C. 1104,
AS AMENDED BY PL 104-52 (1955)
- AUTHORITY
- ACCOUNTABILITY
- IMPLEMENTATION
- REDELEGATION
- ADMINISTRATION

DELEGATED EXAMINING OPERATIONS



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ROLE OF OPM

- **LEGAL**
- **ADVISORY**
- **OVERSIGHT**
- **CERTIFICATION TRAINING**
- **EXAMINING UNDER CONTRACT**

DELEGATED EXAMINING OPERATIONS



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ROLE OF DoD

- **DEVELOP POLICY**
- **MAINTAIN OVERSIGHT AND ACCOUNTABILITY**
- **CONDUCT PROGRAM EVALUATION**
- **APPROVE COMPONENT DEUs**



WHY DELEGATED EXAMINING?

- **INCREASES RESPONSIVENESS TO
MANAGERS' NEEDS**
- **BROADENS APPLICANT POOL**
- **PROVIDES QUALITY APPLICANTS**
- **INCREASES COST EFFECTIVENESS**

DELEGATED EXAMINING OPERATIONS



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STATISTICS

ADMINISTERED THROUGH 29 LOCAL DEUs

ARMY	7	DFAS	1
NAVY	7	DoD IG	1
AIR FORCE	9	DECA	1
DLA	2	DISA	1

DELEGATED EXAMINING OPERATIONS

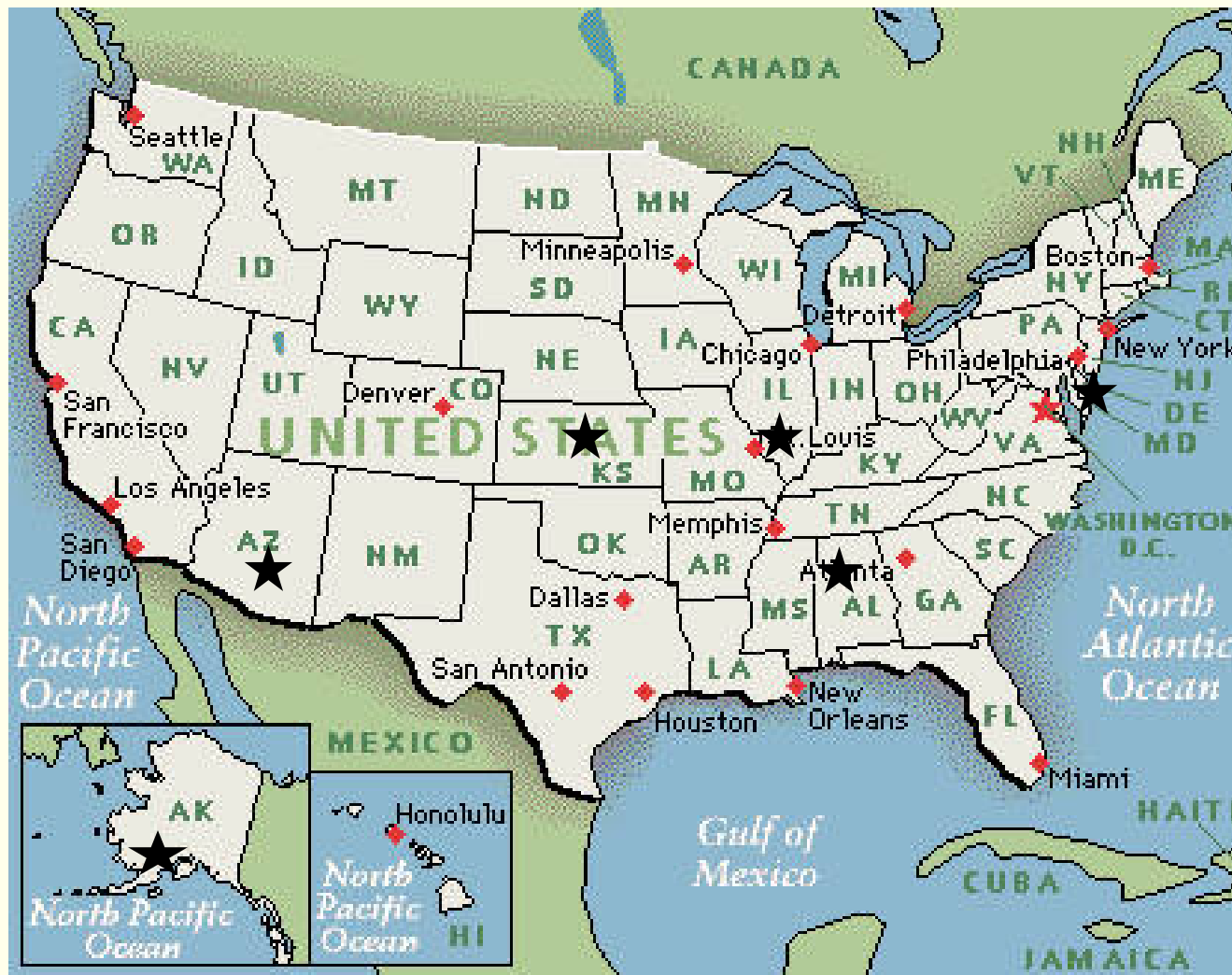


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ARMY DEUs

7 Units

- Ft. Richardson, AL
- Ft. Riley, KS
- Ft. Huachuca, AZ
- Aberdeen Proving Ground, MD
- Redstone Arsenal, AL
- Rock Island, IL
- Seckenheim, GE



DELEGATED EXAMINING OPERATIONS



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NAVY DEUs

7 Units



- Naval Air Warfare Center, Pax River, MD

- HRSC Pacific, Pearl Harbor, HI

- HRSC NW, Silverdale, WA

- HRSC East, Portsmouth, VA

- HRSC SW, San Diego, CA

- HRSC NE, Philadelphia, PA

- HRSC SE, Stennis Space Center, MS

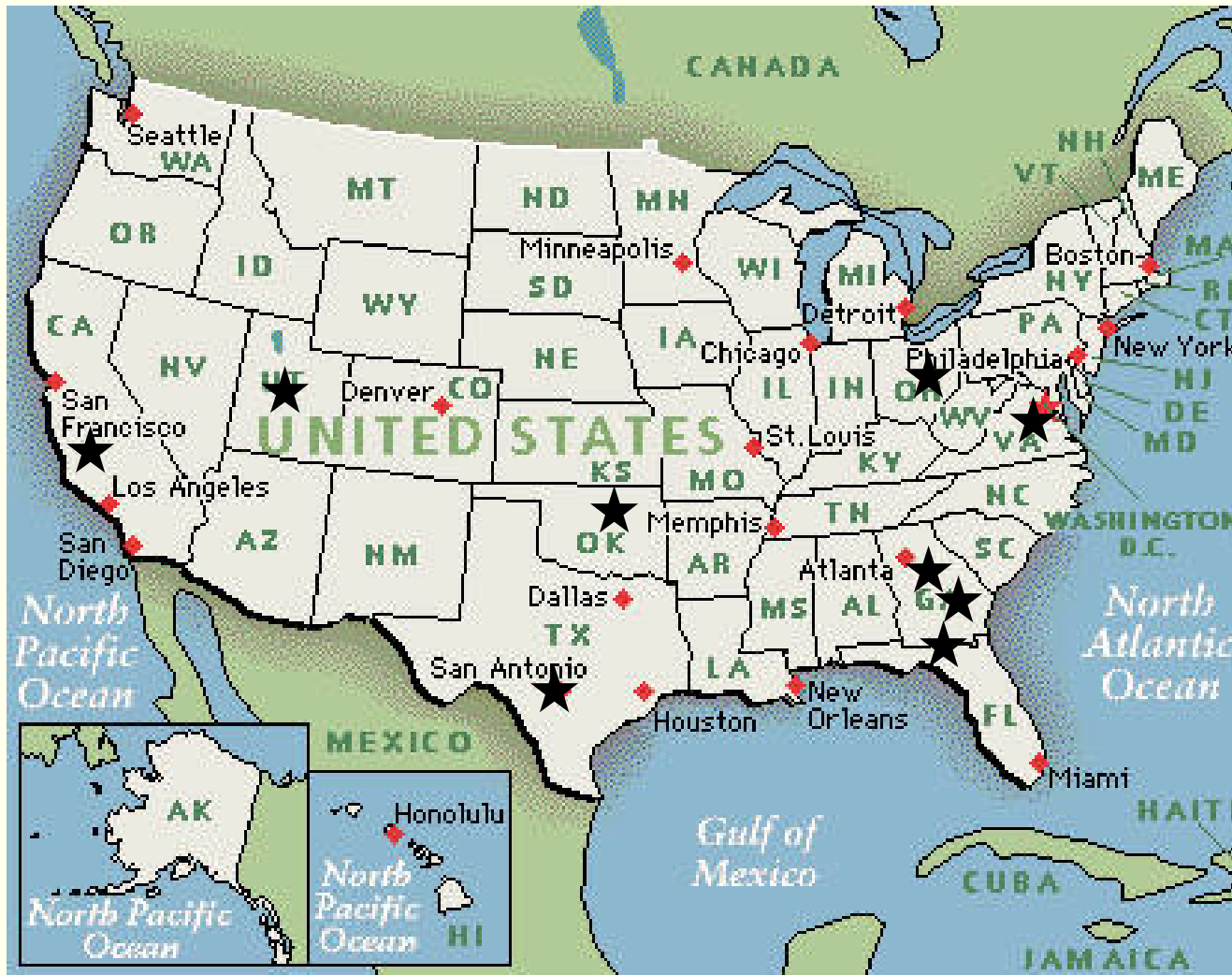
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AF DEUs

9 Units



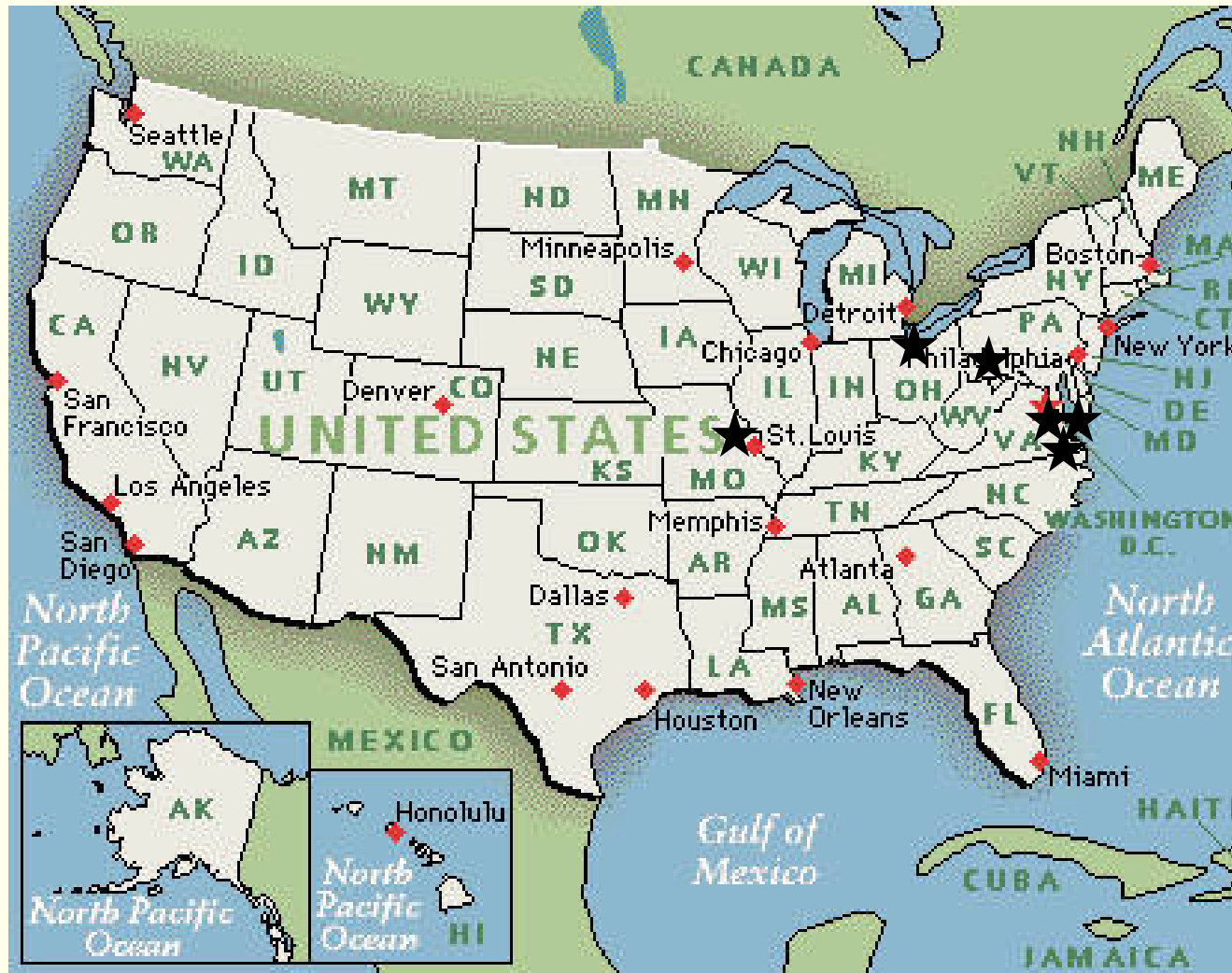
- Tinker AFB, OK
- HQ AFRC, GA
- Robins AFB, GA
- Wright Patterson AFB, OH
- Edwards AFB, CA
- Bolling AFB, DC
- Hill AFB, UT
- Randolph AFB, TX
- Eglin AFB, FL

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Other DoD DEUs



6 Units

- DFAS,
Kansas City, MO
- DLA,
Columbus, OH
- DLA, New
Cumberland, PA
- DoD IG,
Arlington, VA
- DeCA,
Alexandria, VA
- DISA,
Arlington, VA



PARAMETERS

- **2-YEAR AUTHORITY**
- **CONDUCT EXAMINING ACTIVITIES**
- **INTERNAL PROGRAM EVALUATION**



STAFF ASSISTANCE VISIT (SAV)

- **REVIEWERS: CPMS, FAS/OPM/COMPONENT REPRESENTATIVES**
- **LOCATION: ONSITE - AT LEAST EVERY 2 YEARS**
- **INCLUDES:**
 - **COMPLIANCE REVIEW/AUDIT CASE FILES**
 - **PROGRAM EVALUATION**
 - **INTERVIEW STAFF AND MANAGERS**
 - **REVIEW PROGRAM DOCUMENTATION**



SAV – STATISTICS

- **FY00 – 9**
- **FY01 – 17**
- **FY02 – 8**
- **TOTAL TO DATE - 34**

DELEGATED EXAMINING OPERATIONS



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DELEGATED EXAMINING WORKLOAD FY 2001

WORKLOAD	DoD Totals
Applications Processed	223,184
Total Selections	12,809
Veterans Selected	4,356
Certificates Finalized	16,350

DELEGATED EXAMINING OPERATIONS



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DELEGATED EXAMINING WORKLOAD FY 2001

WORKLOAD	ARMY	NAVY	AF	Other DoD
Applications Processed	104,242	49,170	45,887	23,885
Total Selections	5,118	3,690	3,166	835
Veterans Selected	1,500	1,290	1,369	197
Certificates Finalized	8,805	3,705	3,210	630

DELEGATED EXAMINING OPERATIONS



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DELEGATED EXAMINING WORKLOAD 1ST QTR – FY 2002

WORKLOAD	DoD Totals
Applications Processed	72,094
Total Selections	3,256
Veterans Selected	1,042
Certificates Finalized	3,828

DELEGATED EXAMINING OPERATIONS



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DELEGATED EXAMINING WORKLOAD 1ST QTR - FY 2002

WORKLOAD	ARMY	NAVY	AF	Other DoD
Applications Processed	25,989	15,834	20,161	10,110
Total Selections	1,039	908	1,183	126
Veterans Selected	250	225	520	47
Certificates Finalized	1,909	853	949	117

DELEGATED EXAMINING OPERATIONS



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DELEGATED EXAMINING WORKLOAD 2nd QTR – FY 2002

WORKLOAD	DoD Totals
Applications Processed	92,081
Total Selections	3,586
Veterans Selected	1,267
Certificates Finalized	4,286

DELEGATED EXAMINING OPERATIONS



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DELEGATED EXAMINING WORKLOAD 2nd QTR - FY 2002

WORKLOAD	ARMY	NAVY	AF	Other DoD
Applications Processed	28,320	26,249	27,853	9,659
Total Selections	1,252	1,119	1,068	147
Veterans Selected	446	304	479	38
Certificates Finalized	2,300	901	921	164



DEU ACCOUNTABILITY AND ASSESSMENT PROGRAM

- **PROVIDE QUALITY CONTROL FOR EXAMINING PROCESS AND ACTIONS**
- **SCREEN APPOINTMENT ACTIONS FOR CORRECTNESS**
- **REVIEW OPERATING PROCEDURES FOR NEEDED CHANGES**
- **CONDUCT ANNUAL SELF-ASSESSMENT**
 - **BY NON-DEU PERSONNEL - DEU TRAINED AND CERTIFIED**
 - **SUBMIT TO CPMS AND OPM FOR REVIEW**



COMPLIANCE REVIEW FINDINGS

- **GENERALLY IN COMPLIANCE WITH LAW AND MERIT PRINCIPLES**
- **MANY DEUs USING AUTOMATED TOOLS FOR INTERNAL PROCESSING**
- **MANAGERS IN FAVOR OF DELEGATED EXAMINING**
- **OVERALL CERTIFICATE USAGE RATE AROUND 60%; VARIES BROADLY AMONG DEUs**



PROBLEMS ENCOUNTERED

- **POOR DOCUMENTATION (SEVERAL DEUs)**
- **VACANCY ANNOUNCEMENTS (MISSING
REQUIRED ITEMS)**
- **LITTLE AUTOMATION**
- **POOR JOB ANALYSIS**
- **TEMPORARY POSITIONS (INCORRECTLY FILLED)**



PROBLEMS ENCOUNTERED [2]

- **WAGE GRADE EXAMINING INCORRECTLY DONE**
- **SELF-ASSESSMENTS CURSORY AND LATE**
- **CERTIFICATE USAGE RATE LOW (OVERALL ONLY 60%)**
- **SHARED EXAMINING PERFORMED OUTSIDE DEUs**



FUTURE CPMS OVERSIGHT ROLE

- REVIEW DCIP ALONG WITH SAVs
- CREATE ITEMS FOR OPTIONAL DEU USE
- WORK WITH REG-MOD TO IDENTIFY AUTOMATION
TOOLS FOR DELEGATED EXAMINING
- PROVIDE GUIDANCE ON NEW DELEGATED
EXAMINING HANDBOOK



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Defense Career Intern Program

Beth Baird, CPMS



What is DCIP?

- **Federal hiring program at GS-5, 7, and 9**
- **Component-level program plan**
- **Two-year excepted service appointment**
- **Formal training and development**
- **Merit principles and veterans' preference**
- **No public notice or ICTAP**



What can DCIP do for you?

- **Add an attractive recruitment tool**
- **Increase GS-5, 7, and 9 intake**
- **Meet needs for specific series,
grades, and geographical areas**
- **Fill ACWA-covered positions**



Hiring for ACWA-covered positions

Office of Personnel Management (OPM) advisory:

- **If an applicant submits a score from an Administrative Careers with America (ACWA) examination for the occupation being advertised,**
- **Then the activity can consider the candidate for positions in that occupation without having to reach the candidate on an ACWA certificate.**

Defense Career Intern Program (DCIP)



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DCIP Users:

- **Army**
- **Navy**
- **Air Force**
- **DLA, DoD IG, DFAS, DSS, and
DCAA**

Defense Career Intern Program (DCIP)



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Successful Use:

- **DoD IG and Army's Northeast Region CPOC**
- **People with Disabilities hiring goals**
- **“Grow” replacements**
- **Quick hire**

Defense Career Intern Program (DCIP)



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Issues:

- **No Outstanding Scholar appointments**
- **Luevano consent decree requirements**



DCIP Oversight:

- **Civilian Personnel Management Service**
- **Staff Assistance Visits**